

Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. DUNS No.

II. Is the applicant currently receiving EPA Assistance? ☒ Yes ☐ No

III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

n/a

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

n/a

V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

n/a

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

☐ Yes ☒ No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

☐ Yes ☐ No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95)

☒ Yes ☐ No

a. Do the methods of notice accommodate those with impaired vision or hearing?

☒ Yes ☐ No

b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?

☒ Yes ☐ No

c. Does the notice identify a designated civil rights coordinator?

☐ Yes ☒ No

VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. 7.85(a))

☒ Yes ☐ No

IX. Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166)

☒ Yes ☐ No

- X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.**

Heidi Kattenhorn, HR Administrative Assistant, PO Box 490, Haines, AK, hkattenhorn@chilkoot-nsn.gov, PH: 907-766-2323 ext.113, Fax: 907-766-2365

- XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet Address for, or a copy of, the procedures.**

See in Optional Attachments: "CIA HR 1080- Dispute Resolution Procedure"

For the Applicant/Recipient

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

Harriet Brouillette

B. Title of Authorized Official

Tribal Administrator

C. Date

03/23/2022

For the U.S. Environmental Protection Agency

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. *Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

*** See Instructions**

Instructions for EPA FORM 4700-4 (Rev. 06/2014)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973. The Executive Order 13166 (E.O. 13166) entitled; "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification. * Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.



EPA KEY CONTACTS FORM

OMB Number: 2030-0020
Expiration Date: 06/30/2024

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name:	Prefix:	<input type="text"/>	First Name:	<input type="text" value="Harriet"/>	Middle Name:	<input type="text"/>
	Last Name:	<input type="text" value="Brouillette"/>			Suffix:	<input type="text"/>
Title:	<input type="text" value="Tribal Administrator"/>					
Complete Address:						
Street1:	<input type="text" value="112 Third Avenue South"/>					
Street2:	<input type="text"/>					
City:	<input type="text" value="Haines"/>	State:	<input type="text" value="AK: Alaska"/>			
Zip / Postal Code:	<input type="text" value="99827"/>	Country:	<input type="text" value="USA: UNITED STATES"/>			
Phone Number:	<input type="text" value="907-766-2323 ext5"/>			Fax Number:	<input type="text"/>	
E-mail Address:	<input type="text" value="hbrouillette@chilkoot-nsn.gov"/>					

Payee: *Individual authorized to accept payments.*

Name:	Prefix:	<input type="text"/>	First Name:	<input type="text" value="Chilkoot Indian Association"/>	Middle Name:	<input type="text"/>
	Last Name:	<input type="text" value="."/>			Suffix:	<input type="text"/>
Title:	<input type="text"/>					
Complete Address:						
Street1:	<input type="text" value="112 Third Avenue South"/>					
Street2:	<input type="text"/>					
City:	<input type="text" value="Haines"/>	State:	<input type="text" value="AK: Alaska"/>			
Zip / Postal Code:	<input type="text" value="99827"/>	Country:	<input type="text" value="USA: UNITED STATES"/>			
Phone Number:	<input type="text" value="9077662323 ext 4"/>			Fax Number:	<input type="text"/>	
E-mail Address:	<input type="text"/>					

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name:	Prefix:	<input type="text"/>	First Name:	<input type="text" value="Luke"/>	Middle Name:	<input type="text"/>
	Last Name:	<input type="text" value="Williams"/>			Suffix:	<input type="text"/>
Title:	<input type="text" value="Environmental Coordinator"/>					
Complete Address:						
Street1:	<input type="text" value="112 Third Avenue South"/>					
Street2:	<input type="text"/>					
City:	<input type="text" value="Haines"/>	State:	<input type="text" value="AK: Alaska"/>			
Zip / Postal Code:	<input type="text" value="99827"/>	Country:	<input type="text" value="USA: UNITED STATES"/>			
Phone Number:	<input type="text" value="907-766-2323 ext.7"/>			Fax Number:	<input type="text"/>	
E-mail Address:	<input type="text" value="lwilliams@chilkoot-nsn.gov"/>					

EPA KEY CONTACTS FORM

Project Manager: *Individual responsible for the technical completion of the proposed work.*

Name: Prefix: **First Name:** **Middle Name:**

Last Name: **Suffix:**

Title:

Complete Address:

Street1:

Street2:

City:

State:

Zip / Postal Code:

Country:

Phone Number:

Fax Number:

E-mail Address:

Other Attachment File(s)

* Mandatory Other Attachment Filename:

[Add Mandatory Other Attachment](#)

[Delete Mandatory Other Attachment](#)

[View Mandatory Other Attachment](#)

To add more "Other Attachment" attachments, please use the attachment buttons below.

[Add Optional Other Attachment](#)

[Delete Optional Other Attachment](#)

[View Optional Other Attachment](#)

Project Narrative File(s)

* **Mandatory Project Narrative File Filename:**

To add more Project Narrative File attachments, please use the attachment buttons below.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

03/23/2022

4. Applicant Identifier:

Chilkoot Indian Association

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Chilkoot Indian Association

* b. Employer/Taxpayer Identification Number (EIN/TIN):

92-0078667

* c. Organizational DUNS:

1119007340000

d. Address:

* Street1:

112 Third Avenue South

Street2:

* City:

Haines

County/Parish:

* State:

AK: Alaska

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

99827/490

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Luke

Middle Name:

* Last Name:

Williams

Suffix:

Title:

Environmental Coordinator

Organizational Affiliation:

* Telephone Number:

9077662323 ext7

Fax Number:

* Email:

lwilliams@chilkoot-nsn.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

I: Indian/Native American Tribal Government (Federally Recognized)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.034

CFDA Title:

Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities
Relating to the Clean Air Act

* 12. Funding Opportunity Number:

EPA-OAR-OAQPS-22-01

* Title:

Enhanced Air Quality Monitoring for Communities

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Evaluating Outdoor/Indoor Air Quality Exposures in the Haines Borough and Creation of a Northern
Lynn Canal Intertribal Air Quality Working Group

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="158,408.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="158,408.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Surveys, studies, investigations, Demonstrations, and special purpose activities relating to the clean air act	66.034	\$	\$	56,948.00	\$	56,948.00
2.						
3.						
4.						
5. Totals		\$	\$	56,948.00	\$	56,948.00

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -102) Page 1

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Surveys, studies, investigations, Demonstrations, and special purpose activities relating to the clean air act				
a. Personnel	\$ 104,481.00	\$	\$	\$	\$ 104,481.00
b. Fringe Benefits	18,807.00				18,807.00
c. Travel	2,860.00				2,860.00
d. Equipment	5,651.00				5,651.00
e. Supplies	1,395.00				1,395.00
f. Contractual	0.00				0.00
g. Construction	0.00				0.00
h. Other	0.00				0.00
i. Total Direct Charges (sum of 6a-6h)	133,194.00				\$ 133,194.00
j. Indirect Charges	25,214.00				\$ 25,214.00
k. TOTALS (sum of 6i and 6j)	\$ 158,408.00	\$	\$	\$	\$ 158,408.00
7. Program Income	\$ 0.00	\$	\$	\$	\$ 0.00

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. N/A	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

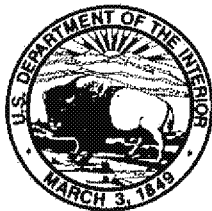
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 56,948.00	\$ 19,522.00	\$ 12,476.00	\$ 12,475.00	\$ 12,475.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 56,948.00	\$ 19,522.00	\$ 12,476.00	\$ 12,475.00	\$ 12,475.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16. Surveys, studies, investigations, Demonstrations, and special purpose activities relating to the clean air act	\$ 56,948.00	\$ 51,960.00	\$ 49,500.00	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 56,948.00	\$ 51,960.00	\$ 49,500.00	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: 133194	22. Indirect Charges: 25214
23. Remarks: The CIA's indirect cost negotiation agreement with the US Department of the Interior, dated 10/21/2021 at a rate of 18.93%.	

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 2



United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

Indian Organization

Indirect Cost Negotiation Agreement

EIN: 92-0078667

Date: 10/21/2021

Organization:

Chilkoot Indian Association
P.O. Box 490
Haines, AK 99827

Report Number: 2021-0566

Filing Ref.:

Last Negotiation Agreement
dated: 02/13/2020

The indirect cost rate contained herein is for use on grants, contracts, and other agreements with the Federal Government to which Public Law 93-638 and 2 CFR Part 200 apply subject to the limitations contained in 25 CFR 900 and Section II.A. of this agreement. The rate was negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rate

Start Date	End Date	Rate Type					
01/01/2021	12/31/2021	Fixed Carry forward	Name	Rate	Base	Location	Applicable To
			Indirect	18.93 %	(A)	All	All Programs

(A) Base: Total direct costs, less capital expenditures and passthrough funds. Passthrough funds are normally defined as payments to participants, stipends to eligible recipients, or subawards, all of which normally require minimal administrative effort.

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

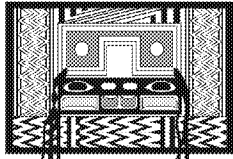
Section II: General (continued)

affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

J. Other:

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.
2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.
3. Each Indian tribal government desiring reimbursement of indirect costs must submit its indirect cost proposal to our office within six (6) months after the close of the Tribe's fiscal year, unless an exception is approved.

CHILKAT INDIAN VILLAGE



"Yee gu.aa yax x'wan."

**An Indian Reorganization Act Village
Under Act of Congress June 15th 1935
32 Chilkat Avenue Klukwan, Alaska
HC60 Box 2207 Haines, Alaska 99827
Phone: (907) 767-5505
Fax: (907) 767-5518
Email: klukwan@chilkat-nsn.gov**

James Hart
Tribal President
Chilkoot Indian Association
PO Box 490
Haines, Alaska 99827

March 10th, 2022

RE: Air Quality Sensor

Dear Mr. President,

We are writing to state our interest in participating in a Northern Lynn Canal Intertribal Air Quality Working Group. Our Tribe is located nearby to Haines and is similarly concerned about outdoor air quality issues in our community including PM2.5 pollution from: large cruise ships exhaust, wildfire smoke, construction/quarrying dust, community diesel generator exhaust, pollen release, and glacial silt. We are also concerned about indoor air pollution conditions as measured by PM2.5, CO, % Relative Humidity, Combustible Gases, Refrigerant Gases, VOCs.

We would also be interested in using a site in our community for an Air Quality sensor to evaluate PM2.5 levels as part of the CIA Air Quality monitoring program.

We look forward to collaboration on Air Quality issues with the Chilkoot Indian Association through a biannual Working Group.

Gunalchéesh,

Jones P. Hotch, Jr.
Tribal Vice President

**TITLE - 07
HUMAN RESOURCES
GENERAL EMPLOYMENT**

HR 1080 DISPUTE RESOLUTION PROCEDURE

It is the policy of the Chilkoot Indian Association that employees should have an opportunity to present their work-related complaints and to appeal management decisions through a dispute resolution procedure. The Chilkoot Indian Association will attempt to resolve promptly all disputes that are appropriate for handling under this policy.

Comment:

(1) An appropriate dispute is defined as an employee's expressed dissatisfaction concerning any interpretation or application of a work-related policy by management, supervisors, or other employees. Examples of matters that may be considered appropriate disputes under this policy include:

- (a) A belief that Association policies, practices, rules, regulations, or procedures have been applied inconsistently to an employee;
- (b) Treatment considered unfair by an employee, such as coercion, reprisal, harassment (including sexual harassment), or intimidation;
- (c) Alleged discrimination because of race, color, sex, age, religion, national origin, marital status, or disability; and
- (d) Improper or unfair administration of employee benefits or conditions of employment such as scheduling, paid time off, fringe benefits, promotions, holidays, performance review, or salary.

(2) Employees should notify the Association in a timely fashion of any dispute considered appropriate for handling under this policy. The dispute resolution procedure is the exclusive remedy for employees with appropriate complaints. As used in this policy, the terms "timely fashion," "reasonable time," and "promptly" generally will mean five working days.

(3) The dispute resolution procedure has a maximum of three steps, but disputes may be resolved at any step in the process. Disputes will be processed until the employee is satisfied, does not file a timely appeal, or exhausts the right of appeal under the policy. A decision becomes binding on all parties whenever an employee does not file a timely appeal or when a decision is made in the final step and the right of appeal no longer exists.

(4) Employees who feel they have an appropriate dispute should proceed as follows:

- (a) Step One - Promptly bring the complaint to the attention of the immediate supervisor. If the dispute involves the supervisor, then the employee may proceed directly to step two. The supervisor should investigate the complaint, attempt to resolve it, and give a decision to the employee within a reasonable time. The supervisor should prepare a written and dated summary of the dispute and proposed resolution for the employee's personnel file.
- (b) Step Two - Appeal the decision to the department head, if dissatisfied with the supervisor's decision, or initiate the procedure with the department head if Step One has been bypassed. This appeal or initial dispute notification must be made in a timely fashion using a written form provided for this purpose. The supervisor's version of the dispute and decision will then be submitted using a similar written form. The department head will, in a timely fashion, confer with the employee, the supervisor, and any other members of management considered appropriate; investigate the issues; and communicate a decision in writing to all the parties involved.
- (c) Step Three - Appeal an unsatisfactory department head decision to the Tribal Administrator. The timeliness requirement and procedures to be followed are similar to those in Step Two. The Tribal Administrator will take the necessary steps to review and investigate the dispute and will then issue a written, final, and binding decision.

(5) Human Resources will provide training and support to supervisors and department heads in dealing with employee complaints. In addition, employees should be encouraged to consult with Human Resources, their supervisors, or other members of management on a less formal basis regarding employee complaints or disputes.

(6) Final decisions on disputes will not be precedent-setting or binding on future disputes unless they are officially stated as Association policy. When appropriate, the decisions will be retroactive to the date of the employee's original dispute notification.

(7) Information concerning an employee dispute should be confidential. Supervisors, department heads, and other members of management who investigate a complaint may discuss it only with those individuals who have a need to know about it or who are needed to supply necessary background information or advice.

(8) Time spent by employees in dispute discussions with management during their normal working hours will be considered hours worked for pay purposes.

(9) Employees will not be penalized for proper use of the dispute resolution procedure. However, it is not considered proper use if an employee raises complaints in bad faith or solely for the purposes of delay or harassment or repeatedly raises merit less disputes. Implementation of the dispute resolution procedure by an employee does not limit the right of the Association to proceed with any disciplinary action that is not in retaliation for the use of the dispute resolution procedure. In addition, employees and supervisors are prohibited from retaliating against an employee who properly uses the dispute resolution procedure.

(10) The Association may, at its discretion, refuse to proceed with any dispute it determines is improper under this policy. Further, this policy does not alter the employment at will relationship in any way. (See Employment at Will, Policy 1020.)

J A C O B B E L L

Education

University of Dublin, Trinity College
M.Sc Global Health

Dublin, Ireland
September 2008

- Academic focus on epidemiology, health policy and systems, and health economics and financing, with specialization in environmental health topics.

Pomona College

Claremont, CA

B.A. Psychology

May 2007

Homer High School

Homer, AK

High School Diploma

May 2003

Work Experience

Chilkoot Indian Association

Haines, AK

Environmental Assistant

Jan 2022 – Present

- Environmental Assistant within the Environmental Program, responsible for grant writing and grant management on topics of Air Quality and Emissions Reduction.

Chilkoot Indian Association

Haines, AK

Program Coordinator

Jan 2013 – Jan 2016

- Coordinated grants and activities related to community and environmental health, including Tribal Youth Program and Climate Change Impact Assessment for Subsistence Resources

Alaska Native Tribal Health Consortium

Anchorage, AK

Community Health Consultant

May 2009 – Present

- Consultant on climate change health assessments, village based environmental health monitoring, and healthy water and sanitation practices in rural Alaska.
- May 2009- May 2010, Program Manager for Health Impact Assessment program and researcher for the Center for Climate and Health

Adaptation International

Haines, AK

Program Coordinator

December 2012 – May 2019

- *Coordinated and Supported* Climate Change Vulnerability Assessment for Tribes in the Pacific Northwest.

Hoonah City Schools

Hoonah, AK

Grant Writer - Tlingit village-based school district

2010-11

- Collaborated with Superintendent and Principal on grants for technology and academic accreditation

Publications

Reports

- Petersen, S., Bell, J., Hauser, S., Morgan, H., Krosby, M., Rudd, D., Sharp, D., Dello, K., and Whitley Binder, L., 2017. **Upper Snake River Climate Change Vulnerability Assessment**. Upper Snake River Tribes Foundation and Member Tribes. Available: <http://www.upper-snake-river-tribes.org/climate/>
- Stults, M., Petersen, S., Bell, J., Baule, W., Nasser, E., Gibbons, E., Fougere, M., 2016. **Climate Change Vulnerability Assessment and Adaptation Plan: 1854 Ceded Territory Including the Bois Forte, Fond du Lac, and Grand Portage Reservations**. Duluth, MN: 1854 Ceded Territory.

- Brubaker, M., Bell, J., Dingman, H., Ahkivgak, M., Whiteman, D., Drake, R., 2016. **Climate Change in Atkasuk, Alaska: Strategies for Community Health**. Alaska Native Tribal Health Consortium, Center for Climate and Health.
- Brubaker, M., Bell, J., Dingman, H., Evans, S., Kasak, K., Itta, M., Drake, R. 2016. **Climate Change in Nuiqsut, Alaska: Strategies for Community Health**. Alaska Native Tribal Health Consortium, Center for Climate and Health.
- Brubaker, M., Bell, J., Dingman, H., Morales, R., Tagarook, C., Drake, R., Ramstad, K., 2016. **Climate Change in Wainwright, Alaska: Strategies for Community Health**. Alaska Native Tribal Health Consortium, Center for Climate and Health.
- Petersen, S., Bell, J., Miller, I., Jayne, C., Dean, K., Fougerat, M., 2015. **Climate Change Preparedness Plan for the North Olympic Peninsula**. A Project of the North Olympic Peninsula Resource Conservation & Development Council and the Washington Department of Commerce, funded by the Environmental Protection Agency. Available: www.noprco.org
- Berner, J., Brubaker, M., Revitch, B., Bell, J., Tcheripanoff, M., Krümmel, E., 2015. **Adaptation in Arctic circumpolar communities: Food and water security in a changing climate**, Chapter 7 in AMAP Assessment 2015: Human Health in the Arctic. Arctic Monitoring and Assessment Programme (AMAP), Oslo, Norway. vii + 165 pp
- Petersen, S., Bell, J. (Eds.), Jamestown S’Klallam Tribe. 2013. **Climate Change Vulnerability Assessment and Adaptation Plan**. A Collaboration of the Jamestown S’Klallam Tribe and Adaptation International.
- Brubaker, M., Bell, J., Berner, J., Black, M., Chavan, R., Smith, J., Warren, J., 2011. **Climate Change in Noatak, Alaska: Strategies for Community Health**. Alaska Native Tribal Health Consortium, Center for Climate and Health.
- Brubaker, M., Berner, J., Bell, J., Warren, J., 2011. **Climate Change in Kivalina, Alaska: Strategies for Community Health**. Alaska Native Tribal Health Consortium, Center for Climate and Health.
- Brubaker, M., Berner, J., Bell, J., Warren, J., Rolin, A., 2010. **Climate Change in Point Hope, Alaska: Strategies for Community Health**. Alaska Native Tribal Health Consortium, Center for Climate and Health.

Articles

- Berner, J., Brubaker, M., Revitch, B., Kreummel, E., Tcheripanoff, M., & Bell, J., 2016. **Adaptation in Arctic circumpolar communities: food and water security in a changing climate**. *International journal of circumpolar health*, 75.
- Petersen, S., Hals, H., Rot, B., Bell, J., Miller, J., Parks, J., Stults, M., 2014. **Climate Change and the Jamestown S’Klallam Tribe: A Customized Approach to Climate Vulnerability and Adaptation Planning**. *Michigan Journal of Sustainability*, Volume 2: 9-32.
- Thomas, T. K., Bell, J., Bruden, D., Hawley, M., & Brubaker, M., 2013. **Washeteria closures, infectious disease and community health in rural Alaska: a review of clinical data in Kivalina, Alaska**. *International journal of circumpolar health*, 72.
- Brubaker, MY, Bell, JN, Berner, JE, Warren, JA, 2011. **Climate change health assessment: A novel approach for Alaska Native communities**. *International Journal for Circumpolar Health*, 70 (3).
- Jacob Bell. ‘Climate change and human health research: Facing global health inequity.’ *Young Voices in Research for Health 2008*, Global Forum for Health Research, Geneva, October 2008.

Manifest for Grant Application # GRANT13579367

Grant Application XML file (total 1):

1. GrantApplication.xml. (size 27890 bytes)

Forms Included in Zip File(total 6):

1. Form ProjectNarrativeAttachments_1_2-V1.2.pdf (size 16132 bytes)

2. Form SF424_3_0-V3.0.pdf (size 24154 bytes)

3. Form SF424A-V1.0.pdf (size 23204 bytes)

4. Form EPA4700_4_3_0-V3.0.pdf (size 22760 bytes)

5. Form OtherNarrativeAttachments_1_2-V1.2.pdf (size 15915 bytes)

6. Form EPA_KeyContacts_2_0-V2.0.pdf (size 37302 bytes)

Attachments Included in Zip File (total 9):

1. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1236-STC Letter of support_CIA AQ.pdf application/pdf (size 185466 bytes)

2. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1240-Project Manager_JBell_CV.pdf application/pdf (size 583169 bytes)

3. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1239-Project Staff_ZJacobs_work experience.pdf application/pdf (size 405718 bytes)

4. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1235-Section 5. Quality Assurance Statement.pdf application/pdf (size 572221 bytes)

5. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1238-CIV Letter of support_CIA AQ.pdf application/pdf (size 779626 bytes)

6. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1237-EPA_Reporting fulfillment letter CIA.pdf application/pdf (size 295946 bytes)

7. ProjectNarrativeAttachments_1_2 ProjectNarrativeAttachments_1_2-Attachments-1234-CIA AQ_Appendix B_ Project Narrative.pdf application/pdf (size 850778 bytes)

8. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1242-CIA HR 1080 - Dispute Resolution Procedure.pdf application/pdf (size 1730367 bytes)

9. OtherNarrativeAttachments_1_2 OtherNarrativeAttachments_1_2-Attachments-1241-CIA 2021 Indirect rate.pdf application/pdf (size 78036 bytes)



Skagway Traditional Council

Office of Tribal Government

PO BOX 1157, Skagway Alaska 99840

(907) 983-4068 FAX (907) 983-3068

www.Skagwaytraditional.org

March 9, 2022

Chilkoot Indian Association
124 3rd Ave South
Haines, AK 99827

Re: Letter of Support for Northern Lynn Canal Intertribal Air Quality Working Group

Dear Chilkoot Indian Association,

We are writing to state our interest in participating in a Northern Lynn Canal Intertribal Air Quality Working Group. Our Tribe is located nearby to Haines and is similarly concerned about outdoor air quality issues in our community including PM2.5 pollution from: large cruise ships exhaust, wildfire smoke, construction/quarrying dust, community diesel generator exhaust, pollen release, and glacial silt. We are also concerned about indoor air pollution conditions as measured by PM2.5, CO, % Relative Humidity, Combustible Gases, Refrigerant Gases, VOCs.

Our Tribe has experience in Air Quality monitoring of ambient outdoor PM2.5, and indoor PM2.5, CO, CO₂, and % relative humidity.

We look forward to collaboration on Air Quality issues with the Chilkoot Indian Association through a biannual Working Group.

Sincerely,

Sara Kinjo-Hischer
STC Tribal Administrator

Section 5- Quality Assurance Statement

NOTE: *The Chilkoot Indian Association has a Full Quality Assurance Project Plan (QAPP) that it will submit to EPA prior to any award of assistance.*

Jacob Bell, CIA Project Manager is the **Responsible Individual for Quality Assurance (QA) and Quality Control (QC)**. Jacob's **Functions within CIA**, include: acting Environmental Assistant within the Environmental Program, responsible for grant writing and grant management on topics of Air Quality and Emissions Reduction. Jacob's **Authority within CIA**, includes: authority over projects within the environmental department on topics of Air Quality and Emissions Reduction. Jacob's **Relevant Experience**, includes: 12 years of experience in environmental assessment and monitoring in rural tribal communities in Alaska and the PNW in topics of climate change, resource development, water, and sanitation.

Under the QAPP Jacobs duties and responsibilities for this Project are as follows. **CIA Project Manager:** Primary Contact for Project, Quarterly/Annual/Final reports. **Preparation of QAPP and CIA Project Quality Assurance Officer. Project Oversight:** Coordinate Home/Schools AQ Assessments, Organize and synthesize AQ data for presentation to Working Group and Project Partner, Coordinate Biannual Intertribal AQ Working Group.

CIA's general approach for conducting quality assurance: Any project subject to a QAPP must demonstrate it is continuing to meet the quality measures outlined therein. Any program found to have failed to meet the requirements of its QAPP by either the CIA or funding agency, will be referred to the Tribal Administrator to assess the degree to which failure to meet the QAPP can be rectified by programmatic changes or potential staff changes. Any decisions made by the Tribal Administrator regarding this process will be reported to the Funding Agency and reflected in any necessary changes to the QAPP.

Quality Assurance & Quality Control

Quality Assurance (QA)

Planning/ Implementation

Outdoor/Indoor PM2.5 Monitors: The AQ monitors in this project are the same model utilized by ANTHC in their statewide AQ community air monitoring projects. ANTHC has expertise and guidance for installing and maintaining these models under their Healthy Homes Program. Household/School AQ Assessments: CIA will directly contact schools for scheduling time to meet with their maintenance staff to conduct the *Environmental Assessment Checklist for Healthy Schools* (EPA Region 10/ANTHC). CIA will directly contact Tribal Members for their interest in this assessment program, and will use the *Alaska Tribal Air Quality Assessment-Phase II* (ANTHC). Household sensors for other pollutants (CO, VOCs): CIA will purchase these sensors commercially and will investigate sensor features, specs, and reviews to ensure they will be applicable to the project needs. Environmental Observations: CIA staff will complete weekly environmental observation forms documenting presence/ absence of: large cruise ships exhaust, wildfire smoke, construction/quarrying dust, community diesel generator exhaust, pollen release, and glacial silt.

Assessment:

Outdoor/Indoor PM2.5 Monitors: Data will be reviewed weekly by CIA Project Staff to ensure sensors are on-line and note any threshold exceedance. Every other month the CIA Program Manager will organize data for review, using accepted thresholds for human health exposure. Environmental observations will be synced with data to explore potential environmental drivers of air quality.

Household/School AQ Assessments: Assessment results are interpreted within the assessment format and can be reviewed with ANTHC and EPA staff if needed. Results will be shared with schools and homeowners in a timely manner. Household sensors for other pollutants: Monitoring records will be reviewed within a month of their on-site completion, and the homeowner will be notified of the results in a timely manner thereafter.

Quality Control (QC)

Calibrations:

Intertribal Air Quality Working Group: CIA will report on the AQ data collected over the previous period and discuss on the ground environmental observations from other Tribes and any project partners in attendance. These observations will help to potentially verify or at least contextualize certain AQ data.

Outdoor/Indoor PM2.5 Monitors: The selected air monitors do not need user calibration, and also do not need software updating as they are able to do this through their Wi-Fi connection as stated by the manufacturer¹. Any sensor found to have anomalous readings over an extended period of time (week +) will be compared against other nearby sensors to gauge inaccuracy of readings. If sensor is found to most likely be inaccurate or otherwise malfunctioning it will be removed and replaced (if possible) and all associated data flagged for containing possible errors. Household sensors for other pollutants: These sensors will be acquired commercially, and Project Staff will follow the sensor developers protocols for calibration and use. Data will be recorded on standardized electronic forms during home visits. Results of prior AQ Assessment will highlight locations within the home to undertake monitoring.

Data Quality:

Across the field of data in this project (sensors, assessments, observations), a process for determining data quality will be applied. Any data used must be reviewed with the following criteria, and if it cannot substantially answer these criteria should be flagged for possible removal from the dataset. Precision: *Is there evidence that the collected data is repeatable under the same conditions? What is that evidence?* Accuracy: *How close is the data to the expected "True" value? Are there factors appearing to shift the data away from its expected "True" value?* Representativeness: *How broadly does the data appear to apply? What is the evidence to support this claim?* Completeness: *Was the data collected in its entirety? If there are data gaps are they appropriately flagged/removed from data set?* Comparability: *Does the data display an ability to be compared across sensors/assessment sites? What is the evidence of this ability?*

¹ <https://www2.purpleair.com/pages/technology>



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY REGION

10

1200 Sixth Avenue, Suite 900
Seattle, WA 98101-3140

OFFICE OF
ECOSYSTEMS, TRIBAL AND
PUBLIC AFFAIRS

March 16, 2022

RE: Chilkoot Indian Association

To Whom It May Concern:

I am pleased to submit this letter describing my experience as EPA Project Officer for the Chilkoot Indian Association (CIA) I have served as CIA's Indian General Environmental General Assistance Program Project Officer for over 10 years. The Tribe has been building their environmental program and works with the SE Alaska Tribal Ocean Research network, does baseline water quality sampling with Central Council of Tlingit and Haida Indian Tribes of Alaska and are active participants in regional calls and webinars on grant management, program development and other aspects of tribal environmental programs.

The Luke Williams the Tribal Environmental Coordinator is diligent in his management of the GAP award. The GAP program is current with all the EPA programmatic requirements, including prompt progress reporting and on time submission of deliverables and work products. The Environmental program staff are skilled and have access to technical assistance through close partnerships with other organizations in the region and community. The environmental staff are involved with local and regional environmental efforts and are responsive to EPA requests. The CIA GAP program is current with required program and financial reports, so is in full compliance with all EPA requirements and. If there is more information I can provide, please call me at (907) 271-3434.

Regards;

A handwritten signature in black ink, which appears to read "Michelle V. Davis". The signature is fluid and cursive, with the first name being the most prominent.

Michelle V. Davis, Tribal Coordinator

Project Staff:

Zac Jacobs, CIA Lead Carpenter/Operator

Zac has been working for CIA since 2014 as a carpenter, heavy equipment operator, arborist and plumber. He is currently employed as a Lead Carpenter/Operator supervising a 3-person crew. His responsibilities include rehabilitation of Tribal homes, and ongoing maintenance and repair of Tribal apartment buildings. Zac has attended numerous trainings, including HAZWOPER. In April 2022 Zac is completing a 3-day workshop on energy intensive building techniques, including ventilation and indoor Air Quality techniques.

Project Title: *Evaluating Outdoor/Indoor Air Quality Exposures in the Haines Borough and Creation of a Northern Lynn Canal Intertribal Air Quality Working Group*

Applicant Information: Chilkoot Indian Association, PO Box 490, Haines, AK 99827

Primary Contact: Luke Williams, lwilliams@chilkoot-nsn.gov, 907-766-2323 X7

DUNS #: 111900734

Set-aside: N/A

Applicant organization: The Chilkoot Indian Association (CIA) is a federally recognized Tribe in Haines, Alaska with a mission of: *“The Chilkoot Indian Association represents a Native Sovereign Nation. We integrate Chilkoot culture, values, and beliefs into daily life and work to improve the quality of life for our members and our community.”* CIA manages programs in Transportation, Housing, Food Distribution, Environmental (IGAP), and Cultural programs (language, traditional arts).

Project partners: Project Partners include 2 area Tribes; Skagway Traditional Council and Chilkat Indian Village (Klukwan), however this partnership is not associated with any contracts or subawards. Other Project “Collaborators” include 3 area Schools, the Haines Harbor, Veterans Home, and Watershed Council. Project “Households” (approx.. 20) include Tribal Members of the Environmental Justice and Underserved community.

Project Location: Haines, Alaska 99827

Air pollutant scope:

Target Air Pollutants OUTDOOR	Target Air Pollutants INDOOR	
PM2.5	PM2.5	CO
	VOCs	

Budget summary:

EPA Funding Requested	Total Project Cost
\$158408	\$158408

Project Period: Start November 2022/End October 2025 (3 years)

Project Description: This project will work to establish baseline continuous OUTDOOR air quality (PM2.5) monitoring in the Haines Borough, tracking expected pollution sources of: large cruise ships exhaust, wildfire smoke, construction/quarrying dust, community diesel generator exhaust, pollen release, and glacial silt. The project will also conduct INDOOR air quality assessments for Tribal Members households and local Schools and take intermittent measurements on a variety of pollutants (PM2.5, CO, VOCs) in these indoor settings. Program staff will attend both introductory and advanced trainings on rural Alaska Air Quality topics. Findings of the monitoring efforts will be shared through the formation of a Northern Lynn Canal Intertribal Air Quality Working Group and with all project partners, and the working group will explore appropriate response actions to suboptimal air quality.

II. Workplan:

Section 1-Project Summary and Approach

A. Overall Project

The Chilkoot Indian Association proposes to evaluate Air Quality (AQ) in the Haines Borough, through the use of air quality monitoring technologies and site-visit AQ assessments. Findings of this AQ evaluation will be shared throughout the project with two other Tribes in the Upper Lynn Canal: Chilkat Indian Village (Klukwan) and the Skagway Traditional Council, 3 Local Schools, Haines Harbor, Veterans Home, and Watershed Council.

This project holds three objectives:

- (1) Use continuous AQ monitoring technologies to evaluate the timing and intensity of **PM2.5 pollution** from the following sources: **large cruise ships exhaust, wildfire smoke, construction/quarrying dust, community diesel generator exhaust, pollen release, and glacial silt.**
- (2) Use established **Air Quality assessments for Schools and Homes** to identify potential hazards and conduct site visits to do intermittent testing for: **PM2.5, Carbon Monoxide, and Volatile Organic Compounds (VOCs).**
- (3) **Synthesize, and share the AQ data with project collaborators** through meetings with the Intertribal AQ Working Group, and work to **develop appropriate Response Actions** for any sites experiencing degraded air quality.

Year 1 of the grant will focus on air quality scoping assessments, installation of air monitors, data collection, and convening the Intertribal AQ working group. **Year 2** will analyze preliminary findings, conduct further site visits, and undertake any needed modifications. **Year 3** will identify and implement select response actions and explore possible re-distribution of AQ monitoring technologies with project partners if certain monitoring sites are found to be non-threatening to human health.

B. Project Significance

As has been stated by AQ researchers of the National Park Service in Southeast, Alaska: *“Air quality in southeast Alaska is generally very good. The relatively small amount of industrial development... coupled with few population centers and prevailing winds off the Pacific Ocean, all contribute to maintaining clean air in most locations in the region. However, localized air pollution from sources including marine vessels and cruise ships, wood burning stoves, vehicle exhaust, diesel generators, mining operations, trains, incinerators, and unpaved roads, all contribute to the deterioration of air quality that can impact resources...Transport of air pollutants from Asia is also a growing concern in the region.”*¹

Haines and the Chilkat valley provides a unique and extreme setting for AQ issues in Alaska. Storms from the Gulf of Alaska bring heavy wet warm winds from the South, and high pressure in the Yukon cordillera provides strong dry, cold outflow winds from the North. The Chilkat valley has some of the

¹ Sullivan, T. J. 2016. Air quality related values (AQRVs) for Southeast Alaska Network (SEAN) parks: Effects from ozone; visibility reducing particles; and atmospheric deposition of acids, nutrients and toxics. Natural Resource Report NPS/SEAN/NRR—2016/1195. National Park Service, Fort Collins, Colorado.

highest recorded *coastal* temperatures in Alaska in the summer, when the interior climate can dominate, and is overall one of the drier locations in southeast Alaska.

An “Alaska Tribal Air Quality Phase I Assessment” was conducted by CIA staff on 2/1/22, concerning air quality issues for the community of Haines. This assessment is a proven tool for rural Alaska communities developed by the Alaska Native Tribal Health Consortium, Air and Healthy Homes Program. The assessment helped classify Air pollutants sources in the area in both type and scope:

- large cruise ships and their exhaust** both dock and pass nearby Haines throughout the summer,
- Wildfire smoke** from the Yukon can settle over the area in the summer,
- Large scale road construction and quarrying projects throughout the valley can generate large amounts of **dust**,
- a **diesel generator and its exhaust** is often running in downtown Haines in the winter,
- large stands of intact forest can generate massive **pollen release** on certain years,
- and the aforementioned strong winds can easily pick up **glacial silt** off the area braided rivers and transport it throughout the Chilkat valley onto all available surfaces.

However, despite the general knowledge of these AQ pollution sources, little is known on the actual baseline AQ for locations in the Haines Borough.

Baseline pollution from cruise ships can be indirectly understood through the experience of the adjacent municipality of Skagway (16 miles from Haines) and Klondike Goldrush National Historical Park (18 miles from Haines) which has been tracking air quality and pollutant deposition on plants. The source of the pollution is mostly related to heavy cruise ship traffic but also legacy fugitive ore dust contamination and atmospheric pollutant deposition. From one to five cruise ships dock at Skagway each day May through September and each of these ships must pass by Haines (approximately 2-3 miles offshore) to get to Skagway. As National Park researchers state: *“In Skagway, frequent summer inversions prevent dispersal of emissions from in port operation of diesel and bunker fuel generators, resulting in noticeable haze and odors. Ships in transit in the narrow fjords of Glacier Bay National Park and Preserve (GLBA) and Tracy Arm-Fords Terror Wilderness of the Tongass National Forest (TNF) also produce visible plumes... Increased cruise-ship tourism in Southeast Alaska has been accompanied by increasing concerns about air pollution. Combustion of low-grade marine fuels releases nitrogen and sulfur oxides, poly-cyclic aromatic hydrocarbons, and metals”*²

It is not known how Haines area inversions compare in frequency or intensity to Skagway summer inversions, but the residents of Haines experience noticeable haze and odors from cruise ships docked at Haines or passing by Haines (approximately 2-3 miles offshore) on their way to Skagway in the narrows of Chilkat Inlet. Haines receives less cruise ship dockings compared to Skagway but still has 1-2 dockings per week throughout the summer (May-September). The Skagway researchers found increasing cruise ship traffic in the area directly related to increased pollutants found in epiphytic plant species (plants that gain moisture from the air instead of soil and serve as passive air pollution samplers), and that in Skagway the pollutants were highest near the cruise ship port area and rapidly decreased with distance

² <https://www.nps.gov/articles/aps-9-2-6.htm>

from the port³. Recognizing these pollution exposures, the Skagway Traditional Council has been actively monitoring outdoor air pollution (PM2.5) and indoor air pollution (PM2.5, CO, CO₂, % relative humidity) in Skagway.

This experience in Skagway points to the high likelihood of measureable air pollution from cruise ships docked at Haines, especially under certain environmental conditions. Community members have raised concerns about cruise ship air pollution in the area but up until this point no local AQ monitoring has occurred to evaluate these concerns.

As has been stated, little baseline data on other AQ sources is available, except for residents self-reporting that: -River silt is visible in the air and deposited on outdoor surfaces -Presence of Odors from the diesel generator in downtown Haines -Wildfire smoke has odor and visible in air -There is visible road construction dust and deposition on surfaces.

For this project the “affected community” includes the entire Haines Borough. The Haines Borough has approximately 2080 persons according to the 2020 census. According to the National Institute of Health, air pollution worsens respiratory health, cardiovascular disease; diabetes; obesity; and reproductive, neurological, and immune system disorders⁴. Mortality rates and prevalence of some relevant risk factors of these health conditions in the Haines Borough are listed in the Tables below:

2014 Mortality rates: Deaths per 100,000 people⁵

Cause of Mortality	Haines Borough	State of Alaska	United States
Tracheal, bronchus, lung cancer (both sexes, age standardized)	50.18	55.98	54.17
Cardiovascular disease (both sexes, age standardized)	211.03	217.01	252.7
Cardiovascular disease (MALE, age standardized)	298.26	256.06	295.66
Chronic respiratory disease (both sexes, age standardized) includes COPD	51.02	51.36	52.92
Chronic respiratory disease (MALE, age standardized) includes COPD	78.92	58.6	62.5
Chronic obstructive pulmonary disease (both sexes, age standardized)	39.35	42.31	45.1
Chronic obstructive pulmonary disease (MALE, age standardized)	62.79	47.78	53.18
Asthma (both sexes, age standardized)	2.24	1.57	1.17
Asthma (MALE, age standardized)	1.52	1.1	0.91
Asthma (FEMALE, age standardized)	2.83	1.99	1.37
Diabetes, urogenital, blood, and endocrine diseases (both sexes, age standardized)	39.88	49.17	55.89

³ <https://www.nps.gov/articles/aps-9-2-6.htm>

⁴ <https://www.niehs.nih.gov/health/topics/agents/air-pollution/index.cfm#:~:text=Among%20its%20findings%3A%201%20Higher%20air%20pollution%20levels,with%20higher%20pollution%20levels%20can%20cause%20lung%20damage.>

⁵ <https://www.healthdata.org/data-visualization/us-health-map>

2012 Health Risk Factors: Prevalence proportion (%)⁶

Health Risk Factors	Haines Borough	State of Alaska	United States
Diabetes (both sexes, age standardized)	9.72	11.89	14.28
Obesity (MALE, age standardized)	35.59	33.84	33.85
Obesity (FEMALE, age standardized)	38.27	37.56	36.06
Smoking (both sexes, age standardized)	18.71	22.52	20.6

Those tables cells highlighted in red show where the population of the Haines Borough exceeds the Alaska and Nation-wide rates in that metric. As can be seen, in comparison to the Alaska and nation-wide rates, the Haines Borough has a population that suffers from high rates of death from cardiovascular disease, chronic respiratory disease, chronic obstructive pulmonary disease, and Asthma, and has high prevalence of obesity.

Through the project objectives, the affected community will be better able to evaluate how AQ contributes to these health outcomes and to establish response actions to address AQ issues for improved community health.

Section 2-Community Involvement

A. Community Partnerships

This project has three levels of community involvement: (1) Project “Partners” include the two area Tribes who are Members of the Intertribal AQ Working Group and will host Site locations for AQ monitors, (2) Project “Collaborators” are organizations and households hosting Site Locations for AQ Monitors, and (3) Project “Households” are Tribal members of the Environmental Justice and Underserved Community who will voluntarily receive AQ assessment and intermittent AQ testing in their homes. Project Partners and Project Collaborators will be notified of Intertribal AQ meetings (Spring and Fall) and are allowed to attend to discuss project issues such as: the sensor locations, monitoring data, and potential response solutions if AQ is found to be degraded. Only one community Partner, the Skagway Traditional Council, has previous experience with AQ monitoring and specifically with monitoring cruise ship emissions, one of the main pollutants this program seeks to monitor. The Sites for AQ monitoring have been selected because of their central location to known emission sources and the more vulnerable populations that frequent these facilities: Haines School (children K-12, near harbor and downtown diesel generator), Chilkat Valley Preschool (children pre-K, near harbor and downtown diesel generator), Klukwan School (children K-12, near road construction), Veterans Village (Elders and near downtown diesel generator), Haines Harbor (near cruise ship dock and other marine emissions), Takshanuk Watershed Council (on river plain exposed to river silt). The table below explains what activities each partner will be responsible for and what resources they have to offer the project.

Partner/Collaborator	Project Activities Responsible For:	Resources Partner Has:
CIA - Project Manager	- Location for AQ monitor (x3) office/dock/subdivision -Intertribal AQ group coordination -Implement AQ monitoring technologies -Data collection and analysis	-Project Manager -Project Staff
Skagway Traditional Council - Partner	-Participation in Intertribal AQ group	- IGAP program with environmental staff

⁶ <https://www.healthdata.org/data-visualization/us-health-map>

		-Experience with air quality monitoring, specifically cruise ship exhaust -Established AQ Monitoring Sites
Chilkat Indian Village/School - Partner	-Participation in Intertribal AQ group -Location for AQ monitor (x2)	-IGAP program with environmental staff -Facilities Staff
Haines School - Collaborator	-Location for AQ monitor (x2)	-Facilities staff
Chilkat Valley Preschool - Collaborator	-Location for AQ monitor	
Haines Veterans Village - Collaborator	-Location for AQ monitor (x2)	-Facilities staff
Haines Harbor (Haines Borough) - Collaborator	-Location for AQ monitor	-Harbor staff
Takshanuk Watershed Council - Collaborator	-Location for AQ monitor	
Project Households	-Sign-up for AQ assessment and Testing	

B. Community Engagement

Initial community engagement with Project Partners and Collaborators will take place during site selection for AQ sensors. When available, maintenance staff of each facility will be consulted to assist in selecting a location that is desirable and meets the parameters of the instrument. In the absence of maintenance staff, CIA Project Staff will make a site recommendation to the organization for their review and approval. Agreement to participate in this project is completely voluntary and can be rescinded at any time. However, the AQ sensors are intended to be used for the entirety of the project and if there are difficulties in a site location they may be moved to allow for their use in another location. Project partners and collaborators have the opportunity to review data, discuss sensors, and brainstorm response actions at the biannual (Spring/Fall) Intertribal AQ Meetings hosted by CIA. Project Households have the right to review of their AQ assessment and AQ monitoring data in a timely manner. In the Optional Attachment section, the two nearby tribes; Chilkat Indian Village and Skagway Traditional Council, have sent letters to CIA stating their interest in participating in these project activities and Intertribal Working Group.

C. Community-based organization set-aside: N/A

Section 3-Environmental Justice and Underserved Communities

The EJ Screen tool helps identify a few characteristics of the Haines Borough. Between 2014-2018, there were 1026 households in the borough, 63 (6.1%) households were below the poverty level, 52 (5%) households were on public assistance and 963 (93.8%) of these households were above the poverty level. Persons who identify as American Indian/Alaska Native alone or in combination with other races in the Haines Borough make up approximately 233 of 2080 total persons (11% of population), according to the 2020 census.

The Chilkoot Indian Association is known as a “landless” tribe referring to it being left out of land selection efforts and incorporation in the Alaska Native Claims Settlement Act of 1971. CIA continues to work with Congress in an effort to re-secure sovereignty over a portion of its ancestral lands. On the ground this experience has meant that the only lands the tribe currently owns have been gifted to it and are small in acreage. This historical reality has resulted in many Tribal Members living in some of the highest density housing in Haines (0.15 acre lots). High density housing can exacerbate outdoor and indoor air pollution issues as neighbors are subject to close exposure to air pollution sources from wood smoke, fossil fuel exhaust, burn barrels, and cigarette smoking. The majority of Tribal Members also live within the Haines townsite, within 1 mile of the cruise ship dock. There are approximately 91 Tribal Households in the Haines Borough, of these households approximately 23 (25%) have at least one elder living inside and 41 (45%) households use wood heat. The US Department of Housing and Urban Development establishes “Income Limits” definitions in allocation of its Indian Housing Block Grant programs. According to these definitions, the 2022 estimates of the 91 Tribal households are as follows:

Total Households	Households with “Extremely Low Income”	Households with “Very Low Income”	Households with “Low Income”
Number: 91	14	8	44
Percent of total: 100%	15%	9%	48%

A portion of the Tribal Households (N=30, approx. 33% of total) in 2019 responded to a survey on the current conditions of their home, and since that time only a handful of repairs have been made. The respondents described a series of issues with their homes that can contribute to poor air quality and unhealthy living conditions:

	2019 Households Reporting Repairs Needed on...				
	Roof	Plumbing Leaks	Furnace	Woodstove	Weatherization
Of 30 households, Number of households needing repairs on:	18	14	17	12	22

Section 4- Environmental Results

A. Expected Project Outputs and Outcomes

The project manager will actively chart progress of outputs and outcomes for each objective (pg. 2 has list of objectives) based on the following timeline for achievement:

Project Objective	Measure #	Project Outputs and Outcomes	Start	End
1	1A	OUTCOME: Planning for Monitoring Sites Install QUALITATIVE	Nov 22	May 23
1	1B	OUTCOME: Installation of Air Monitors at public sites (10 indoor/2outdoor) and private households (3 indoor) QUALITATIVE	May 23	Oct 23
1	1C	OUTPUT: Collection of AQ Data QUANTITATIVE	May 23	Oct 25
2	2A	OUTPUT: Conduct Healthy Homes (approx. 20) and Healthy Schools (3) AQ Assessment QUALITATIVE	Nov 22	Oct 23
2	2B	OUTPUT: Home AQ testing with homes identified during assessment as Degraded Air Quality (approx. 10) further testing for: PM2.5,	May 23	Oct 24

		Carbon Monoxide, and Volatile Organic Compounds (VOCs). QUANTITATIVE		
2	2C	OUTCOME: Project staff training with ITEP on Alaska AQ Issues, and advanced monitoring topics (2 trainings) QUALITATIVE	May 23	Oct 24
3	3A	OUTCOME: AQ Intertribal Working Group QUALITATIVE	April 23	Ongoing
3	3B	OUTPUT: Review and synthesize AQ Data QUANTITATIVE	July 23	Ongoing
3	3C	OUTCOME: Develop and Implement Response Actions QUALITATIVE	Nov 24	Ongoing
3	3D	OUTCOME: Develop Transition Plan for Sensors in "Non-threat" locations QUALITATIVE	Nov 24	Ongoing

B. Performance Measures and Plan

The following performance measures (see table above in section 4.A. for measure # identifier) will be used to track, measure, and report progress towards achieving the expected outputs and outcomes:

1A: Complete install planning by May 23 **1B:** Install 4 sensors per month **1C:** Weekly checks, noting any threshold exceedance (Yr1, Yr2, Yr3) **2A:** Complete 1 school assessment per month/ 2 households per month **2B:** 1 home visit each month, response to homeowners in timely manner on any threshold exceedances (Yr1, Yr2) **2C:** Complete 1 training per year (Yr1, Yr2) **3A:** 2 working group meetings completed each year (Yr1, Yr2, Yr3) **3B:** Every other month data review and synthesis (Yr1, Yr2, Yr3) **3C:** Develop and implement response actions for areas with degraded air quality (Yr 3) **3D:** Develop plan to maintain or move sensors determined to be in non-threat areas (Yr 3)

C. Timeline and Milestones

Project Period: Start November 2022/End October 2025 (3 years). The visual timeline below shows Outputs and Outcomes as they are addressed throughout the 3-year project, refer to above section (4.B.) for more details on Measurement milestones presented on table as symbol: ✦

Year 1

Nov 2022	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct 2023
CIA Program Manager: Quarterly/Annual Reporting											
1.A. Planning for Monitoring Sites Install											
						1.B. Installation of Air Monitors					
						1.C. Collection of AQ Data →					
2.A. Conduct AQ Assessments											
						2.B. Home AQ testing →					
					3.A. AQ Intertribal Working Group →						
								3.B. Review and synthesize AQ Data→			

						2.C. Project staff training →	✦
--	--	--	--	--	--	-------------------------------	---

Year 2

Nov 2023	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct 2024
CIA Program Manager: Quarterly/Annual Reporting											
		✦			✦			✦			✦
1.C. Collection of AQ Data →											
✦	✦	✦	✦	✦	✦	✦	✦	✦	✦	✦	✦
2.B. Home AQ testing											
✦	✦	✦	✦	✦	✦	✦	✦	✦	✦	✦	✦
3.A. AQ Intertribal Working Group →											
					✦						✦
3.B. Review and synthesize AQ Data →											
	✦		✦		✦		✦		✦		✦
2.C. Project staff training											
							✦				

Year 3

Nov 2024	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct 2025
CIA Program Manager: Quarterly/Final Reporting											
		✦			✦			✦			✦
1.C. Collection of AQ Data →											
✦	✦	✦	✦	✦	✦	✦	✦	✦	✦	✦	✦
3.A. AQ Intertribal Working Group →											
					✦						✦
3.B. Review and synthesize AQ Data →											
	✦		✦		✦		✦		✦		✦
3.C. Develop and Implement Response Actions →											
					✦						✦
3.D. Develop Transition Plan for Sensors in “Non-threat” locations											
											✦

Section 5- Quality Assurance Statement

See Quality Assurance Statement under [Optional Attachment](#) section.

Section 6. Programmatic Capability and Past Performance

A. Past Performance

Over the last 3 years (2019-2021) CIA has managed 30 grant agreements. The table below provides a selection of four of these managed grants over the last 3 years.

B. Reporting Requirements

The Table below lists the reporting requirements of each of the four grants presented and the dates of submission from CIA. All submissions were on-time with the exception of three delays in reporting on the EPA IGAP: 01J77001 grant, which are highlighted in the table. These delays in reporting were the result of COVID-related office closures and resulting delays in administrative actions. Despite these unforeseen delays, all reporting for this grant was completed and the [Optional Attachment](#) includes a letter from the EPA Project Officer stating that CIA has satisfied all reporting requirements of the IGAP program.

Grant Info		Reporting Requirements	Due Date	Submission Date
Title/Grant #	2020 Indian Housing Plan IHBG Cares: 20BV0202620	2020 IHBG Cares Funding Agreement	Received	6/1/2020
Funding Agency	US Dept. of Housing and Urban Development	Quarterly 425 for June 30, 2020	7/31/2020	7/31/2020
Grant Amount	\$40,459.00	Quarterly 425 for September 30, 2020	10/31/2020	10/26/2020
Start Date	May 20, 2020	Quarterly 425 for December 31, 2020	3/31/2021	3/2/2021
End Date	December 31, 2021	2020 Final Annual Performance Report	3/31/2021	3/2/2021
		Final 425 for December 31, 2021	7/31/2021	4/28/2021
Title/Grant #	2021 Indian Housing Plan IHBG ARP: 21AH0202620	2021 IHBG ARP Funding Agreement	Received	5/20/2021
Funding Agency	US Dept. of Housing and Urban Development	Quarterly 425 for June 30, 2021	7/31/2021	7/26/2021
Grant Amount	\$62,351.00	Quarterly 425 for September 30, 2021	10/31/2021	10/21/2021
Start Date	May 19, 2021	Quarterly 425 for December 31, 2021	3/31/2022	3/15/2022
End Date	December 31, 2022	2020 Final Annual Performance Report	3/31/2022	3/15/2022
		Final 425 for December 31, 2022	7/31/2022	3/15/2022
Title/Grant #	2020 Indian Housing Plan IHBG: 55IT0202620	2020 IHBG Funding Agreement	Received	3/4/2020
Funding Agency	US Dept. of Housing and Urban Development	Quarterly 425 for March 31, 2020	4/30/2020	4/28/2020
Grant Amount	\$102,144.00	Quarterly 425 for June 30, 2020	7/31/2020	7/27/2020
Start Date	February 27, 2020	Quarterly 425 for September 30, 2020	10/31/2020	10/15/2020
End Date	September 30, 2028	Quarterly 425 for December 31, 2020	3/31/2021	3/9/2021
		2020 Annual Performance Report	3/31/2021	3/11/2021
Title/Grant #	EPA Indian General Assistance Program IGAP: 01J77001	Quarterly Progress Report	1/30/2021	1/30/2021
Funding Agency	U.S. Environmental Protection Agency	Quarterly Progress Report	4/30/2021	5/12/2021
Grant Amount	\$254,600.00	Quarterly Progress Report	7/30/2021	8/23/2021
Start Date	October 1, 2020	Quarterly Progress Report	10/30/2021	10/31/2021
End Date	September 30, 2022	Quarterly Progress Report	1/30/2022	1/27/2022

C. Staff Expertise

CIA currently has 21 staff with 4 additional imminent hires. These staff are in the following departments: 5 Administration, 1 Food Security, 2 Environmental, 6 Transportation, 6 Housing, 1 Culture. For details

on staff committed directly to this project see Project Team Biography documents under Optional Attachment section.

Section 7- Budget

No Cost sharing is anticipated for this project. Every item of the budget would originate from EPA Funding. Budget narrative notes are cited and are presented below the Budget table.

Budget Table

Line Item & Itemized Cost	EPA Funding
Personnel	
(1) Project Manager (FTE .2) @ \$30/hr X 7.5 hrs/wks X 156 wks	\$35100
(2) Project Staff: Remote Sensing Tech (FTE .4) @ \$29.65/hr X 15 hrs/wk X 156 wks	\$69381
Total Personnel	\$104481
Fringe Benefits	
CIA Fringe (<i>see Narrative Note 1</i>): 0.18	
Total Fringe Benefits	\$18807
Travel	
YR 1: ITEP Level 1 Training (<i>see Narrative Note 2</i>) ONLINE FEE (\$400) X 1 Project Staff	\$400
YR 2: ITEP Level 2 Training (<i>see Narrative Note 3</i>) Registration Fee (\$400) X 1 Project Staff + RT HNS to ANC (\$660) + 5 Nights Hotel (\$650) + 6 days per diem (\$750)	\$2460
Total Travel	\$2860
Equipment	
PurpleAir PA-II-SD @ \$279 X 12 air monitors	\$3348
PurpleAir PA-I-Indoor @ \$199 X 3 air monitors	\$597
IPAD Tablet @ \$329 + Wifi/cellular @ \$38.25/mo X 36 months	\$1706
Total Equipment	\$5651
Supplies	
Klein ET110 CO Meter	\$120
BLATN Smart 128s Indoor Tester: CO2/PM2.5/TVOC/Formaldehyde (HCHO)	\$210
Klein 1010 Electrician multi-tool @ \$25 X 2 tools	\$50
Extension cords @ \$30 X 15 cords	\$450
Electrical splices/tape @ \$100	\$100
Household Smoke/CO detectors @ \$31 X 15 detectors	\$465
Total supplies	\$1395
Contractual	
Total Contractual	N/A
Other	
Total other	N/A
Indirect Charges	
Indirect rate (<i>see Narrative Note 4</i>)	0.1893
Base for Indirect	\$133194
Total Indirect	\$25214
Total cost-sharing funding	\$0
Total project cost	\$158408

Budget Narrative Notes

Narrative Note 1: CIA Fringe is established at 18% with contributions to Social Security, Medicare, Alaska unemployment, Workers Comp, and 401(k).

Narrative Note 2: The ANTHC Air and Healthy Homes program refer their AQ partners to the Institute for Tribal Environmental Professionals (ITEP) for AQ training. ITEP offers introductory courses that are ONLINE and have no prerequisites. These introductory course topics could include: *Intro to Tribal Air Quality, AQ in Alaska Native Villages, Indoor Air Quality in Alaska.*

Narrative Note 3: ITEP has advanced AQ courses that require completion of their introductory courses and may be conducted IN-PERSON in Alaska. These advanced course topics could include: *Indoor Air Diagnostic Tools, Project Planning for AQ programs, Air Pollution Technology.*

Narrative Note 4: The CIA's indirect cost negotiation agreement with the US Department of the Interior, dated 10/21/2021 at a rate of 18.93%, states that the "Base" for indirect calculations includes: Total direct costs (including fringe benefits applicable to direct salaries and wages). The 2021 Indirect Cost Agreement is included in the Optional Attachment section.